



## REPORT

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**TO:** Mayor Lawlor and Members of Council

**FROM:** Keith Hamilton, Senior Planner - Policy

**DATE:** May 22, 2024

**REPORT NO.:** PD-2024-046

**SUBJECT:** Stewarttown Secondary Plan – Statutory Public Meeting Report

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### RECOMMENDATION:

THAT Report No. PD-2024-046, dated May 22, 2024 regarding a Statutory Public Meeting for the Stewarttown Secondary Plan, Draft Official Plan Amendment 57 (attached as Appendix 1 to this report), be received;

AND FURTHER THAT all agency and public comments be referred to staff to be addressed in a final recommendation report to Council on the disposition of these matters;

AND FURTHER THAT a copy of this report be forwarded to the Region of Halton, Credit Valley Conservation, the Ministry of Transportation, and the Ministry of Municipal Affairs and Housing for information.

### KEY POINTS:

The following are key points for consideration with respect to this report:

- A Statutory Public Meeting under the Planning Act is being held so that the public may provide feedback on Draft Official Plan Amendment 57 to the Town's Official Plan, as initiated by the Town of Halton Hills, regarding the Stewarttown Secondary Plan.
- No decisions are being made at this time and the Draft Official Plan Amendment and Draft Secondary Plan may be subject to change based on public and agency input received.

- The Draft Official Plan Amendment, Draft Secondary Plan, and associated Draft Schedules (attached as Appendices 1-3 to this report) were released for public review on May 27, 2024.
- The Draft Secondary Plan (attached as Appendix 2 to this report) addresses preliminary comments received from the project's Technical Advisory Committee, Steering Committee, and the public.
- Public consultation and engagement were undertaken in advance of preparing the Draft Stewarttown Secondary Plan. This included four Public Open Houses and multiple online surveys planned with the intention of soliciting public feedback at different stages of the project.
- Prescribed density for the existing built community and future development in the expansion lands is a key area of focus in the Draft Secondary Plan. Town staff and the project consultant considered community context, public feedback, previous reports related to Stewarttown and the expansion lands, local and Provincial policies in establishing proposed density caps for both the existing community and expansion lands.
- A final recommendation report and updated Draft Secondary Plan will be brought to Council later this year for adoption, which will mark the end of this project.

## **BACKGROUND AND DISCUSSION:**

The purpose of Draft Official Plan Amendment 57 (OPA 57) is to establish a Secondary Plan that will guide land use and future development in the former Hamlet of Stewarttown and adjacent expansion lands. Through Report PD-2024-016, Council endorsed the Preferred Land Use Plan for Stewarttown to guide the preparation of the Draft Secondary Plan. Following this endorsement, a Draft Secondary Plan was prepared and circulated to the project Technical Advisory Committee for review and comment. It was also presented and circulated to the project Steering Committee, who had the opportunity to ask questions and provide comments. Lastly the Plan was circulated to the Stewarttown Community Association for comment. Comments received were addressed as appropriate in the Draft Secondary Plan attached to this report.

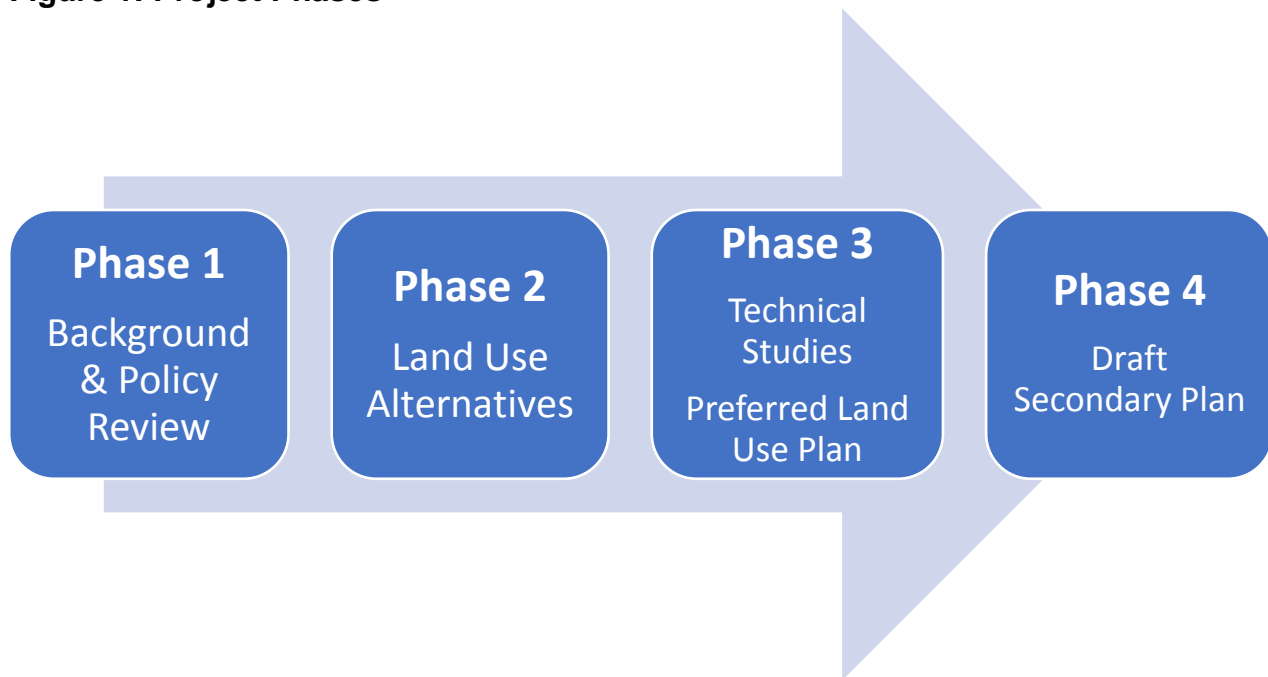
In preparation for the Statutory Public Meeting, Town staff took necessary steps to properly notify the public. This included:

- Email notification to the project Public Notification List;
- Email notification to the Technical Advisory and Steering Committees;
- Notice of the Statutory Public Meeting posted on the Town's website and the project page at [Let's Talk Halton Hills](#);
- Advertising on Town social media and The Current newsletter; and,
- Direct mailout to landowners located in the Secondary Plan Area, and lands within 120 meters of the proposed Plan boundary.

All notifications directed recipients to the [Let's Talk Halton Hills](#) website, where drafts of OPA 57, the Stewarttown Secondary Plan and associated schedules are posted.

The Stewarttown Secondary Plan project began in April of 2021 and has been carried out in four phases focused on key deliverables (as summarized in Figure 1). A Summary of Phases 1-3 can be found in Report PD-2024-016, which was brought to Council on March 25, 2024. Phase 4 of the project has focused on using the finalized Preferred Land Use Plan as the basis for drafting the Stewarttown Secondary Plan.

**Figure 1: Project Phases**



## **Public Consultation**

In every phase of the project, public consultation and engagement initiatives were undertaken as part of the Public Engagement Plan (prepared in Phase 1). The purpose and intent of these initiatives was to generate discussion among residents and stakeholders and gather feedback in each phase. Key initiatives included:

- A virtual tour of the Secondary Plan Area and public survey, both posted on Let's Talk Halton Hills for review and comment.
- A virtual Public Open House (POH) on October 27, 2021, where preliminary land use alternatives were presented.
- A follow-up survey to the October 2021 POH providing both attendees, and those who could not attend, an opportunity to provide feedback.
- A second virtual Public Open House on April 4, 2022, where findings from the technical studies, and a preliminary Preferred Land Use Plan were presented.
- A follow-up survey to the April 2022 POH provided both attendees, and those who could not attend, with an opportunity to provide feedback.
- A third Public Open House (in person) on June 7, 2023, where findings from the Feasibility Analysis and an updated Preferred Land Use Plan were presented.

This event also included a workshop session where attendees could discuss and provide feedback on the proposed Special Policy Areas to be included in the draft Secondary Plan.

- The workshop materials used at the third POH were also posted online, providing those who could not attend an opportunity to comment.
- Meetings with the Stewarttown Community Association (SCA) in January and April of 2024. SCA members provided questions in advance, which guided the discussion for these meetings.
- A drop-in Public Open House to take place on June 17, 2024 in advance of the Statutory Public Meeting.

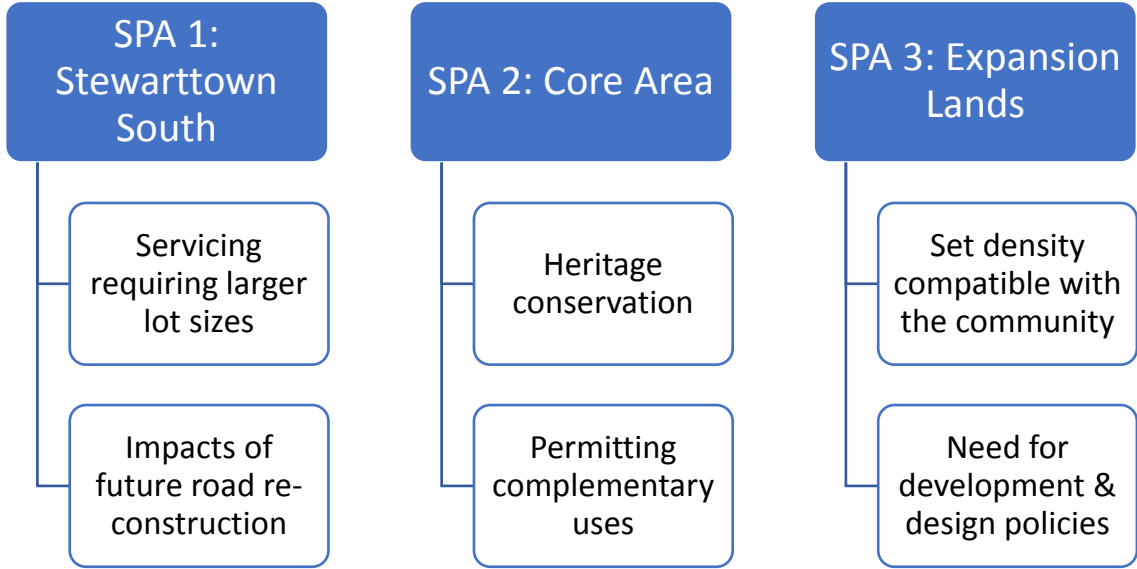
Two Public Consultation Summary Reports, providing more details on the initiatives noted above, are available on the Let's Talk Halton Hills project website.

### **Draft Secondary Plan**

The Draft Stewarttown Secondary Plan is made up of objectives, land use permissions, and policies. The policy framework will help facilitate the development of the expansion lands and preserve the existing community character. Key contents of the Secondary Plan include:

- **General Policies:** These focus on the preservation of cultural and natural heritage in Stewarttown, as well as highlighting the importance of community character. Policies for transportation, servicing and climate change are also included, reflecting the existing conditions and guidance for future land use change and development.
- **Land Use Permissions:** The Secondary Plan Area consists of two primary land use designations. The Stewarttown Residential Area focuses on a low density built form and compatible uses. The Natural Heritage System protects key natural heritage features and permits uses with limited impacts.
- **Special Policy Areas:** The Secondary Plan includes three Special Policy Areas (SPAs) (see Schedule H9-1 attached as Appendix 3) where additional policies are required to help guide future land use and development. Key considerations for each of the Special Policy Areas are identified in Figure 2.
- **Natural Heritage System Protection:** In addition to the Natural Heritage System designation, the Secondary Plan includes policies to guide development of critical infrastructure and recreation uses within the NHS where acceptable. Policies also provide guidance on when and where an Environmental Impact Assessment may be required.
- **Design and Development:** The Secondary Plan includes both general policies for design and development, and policies specific to the expansion lands (Special Policy Area 3). These policies provide guidance on how to develop in a manner that respects existing community character and cultural heritage.

**Figure 2: Special Policy Areas of the Stewarttown Secondary Plan**



A key area of focus for the Stewarttown Secondary Plan has been density, particularly as it relates to the development of the expansion lands in Special Policy Area 3. The Draft Stewarttown Secondary Plan sets a proposed density of up to 8 units per residential hectare in Special Policy Area 3, and up to 5 units per residential hectare for the rest of the Stewarttown Residential Area. In setting these proposed densities, Town staff and the project consultant considered Provincial policies, the Regional and local Official Plans, public feedback and existing conditions in, and around, the expansion lands.

**Next Steps**

Town Staff are planning to bring a final recommendation report and presentation to Council later this year. All public comments from the Statutory Public Meeting will be summarized along with staff responses, as part of this report. Additional feedback from the public, internal departments and external agencies may result in changes to the Draft Secondary Plan. Any such changes will be identified as part of the final recommendation report.

**STRATEGIC PLAN ALIGNMENT:**

This report identifies a safe and welcoming community as one of the Town’s Strategic priorities.

The focus of this report is a Draft Secondary Plan containing policies to i) facilitate contextually appropriate development in the expansion lands, and ii) preserve the historic community character of Stewarttown. Cultural heritage conservation, and natural heritage protection are also strongly reflected in the draft policies present in this Secondary Plan.

## **RELATIONSHIP TO CLIMATE CHANGE:**

This report impacts and/or helps address climate change and the Town's Net Zero target through climate mitigation.

The draft policies promote energy and water conservation practices. The Town's Green Development Standards will apply to all new development requiring Planning Act approvals.

## **PUBLIC ENGAGEMENT:**

Public Engagement has been conducted as follows: Online Survey, Open House/PIC/Workshop, Stakeholder Meetings, Other (please specify)

- A virtual Public Open House was held on October 27, 2021.
- A virtual Public Open House was held on April 4, 2022.
- An in person Public Open House was held on June 7, 2023.
- A drop-in Public Open House is to be held on June 17, 2024, ahead of the Statutory Public Meeting in Council.

## **INTERNAL CONSULTATION:**

Planning staff consulted with staff from Development Review, Development Engineering, Transportation, Recreation and Parks and Climate Change in preparation of this report.

## **FINANCIAL IMPLICATIONS:**

This report is administrative in nature and does not have any financial implications.

Reviewed and approved by,

Bronwyn Parker, Director of Planning Policy

John Linhardt, Commissioner of Planning & Development

Chris Mills, Chief Administrative Officer